

Gallatin County Commissioners  
311 W. Main Street, Room 306  
Bozeman MT 59715

RE: CIP Recommendations for FY 07

Dear Commissioners Murdock, Vincent and Skinner

The Capital Improvement Plan Committee has been meeting semimonthly to address Gallatin County's needs. In just the last 12 months since this committee made recommendations to the Commissioners, there has been a 100 percent change in the makeup of the board. Further, there have been five additional citizens appointed, bringing the committee to a size of nine. While this has been very invigorating and progressive for the members of the committee, it has also presented some challenges. Our learning curve has been sharp, but we have collectively thrown ourselves into the process.

We greatly appreciate the support and knowledge that staff has brought to the process, in particular Larry Watson and Glenda Howze. Department heads have also been very cooperative.

This report is the Committee's best effort under the current CIP process, which we believe to be inadequate and dysfunctional. However, the Committee intends to develop recommendations for a more effective process for those who submit CIP project requests as well as those who review and act on them.

While looking at large-scale projects we have been involved with smaller projects that emerge, such as the Martel building purchase and Road & Bridge contracts, etc.. With that background, the committee has recently conducted the following exercises:

1. All committee members have participated in comprehensive tours of the Law & Justice Center
2. A subcommittee reviewed the engineering & architectural bids for the Road & Bridge Department building
3. Approved a statement that the committee will forward a long-range, comprehensive Capital Improvement Plan to the County Commissioners no later than March 1, 2007.
4. Reviewed the requests by all the departments for FY 2007 capital requests.
5. Acknowledged the FY '07 Budget Goals, as established by the County Commission. These are:
  - a. Priority of public health, safety and welfare;
  - b. Priority based on statutory duties and/or documented public demand/
  - c. Improve efficiency;
  - d. Improve the CJS and pursue a new detention center;
  - e. Improve and maintain infrastructure using new construction values;
  - f. Keep budget structurally balanced
  - g. Retain employees;
  - h. Reduce county risk.

The CIP took these goals very seriously when reviewing FY 07 requests, and therefore makes the following recommendations to the County Commission.

#### **Priority #1 – Permanent relocation of 911 Emergency Communications Center.**

Throughout every conversation, this has been an unwavering priority of the CIP Committee. This was also the top priority for the CIP in its FY2006 recommendations to the Commission. The committee is concerned that the 911 Administrative board is not working on a plan. Further, we acknowledge that there are multi-jurisdictional funding issues to be resolved. The public needs to be aware of the situation the center is in – potential catastrophic failure in the event of a fire or an earthquake, susceptibility to vandalism/terrorism, and even the fact that a 4-inch water line runs directly over million-dollar emergency computers are just the most glaring problems.

The CIP does not recommend moving to a temporary relocation. A permanent location must be identified, built or remodeled, and occupied. If the Commission's priority is indeed public health, safety and welfare, then the Commission must proceed with haste to resolve this issue.

Estimates are for at least a \$1 million expense. It is assumed that other cities will participate in this cost, and the county has some loan options available. However, after the failure of two mill levy elections, the Commission must take matters into its own hands and ensure the safety of its citizens.

#### **Priority #2 – FY '07 projects**

It is the committee's understanding that the Commission sets aside approximately \$300,000 annually to fund capital improvements that exceed \$50,000. With that parameter, the CIP recommends funding the following requests in FY '07

1. Roof repair, drainage improvements to parking lot and fixing storage area air circulation and leaks at the Courthouse. Project is estimated at \$40,000, and the CIP recommends half of the funds come from the CIP fund, with the other half coming from the Clerk & Recorder's office budget. Although this amount is beneath the amount that the CIP should be reviewing, the committee feels this merits consideration due to the safety aspects.
2. Detention Center roof repairs, replacement of HVAC control system, and replacement of ventilation grills to enhance safety. Estimated cost is \$170,000.
3. Sidewalk along Tamarack Street. The City of Bozeman is requiring a sidewalk along the north side of Tamarack. The county has received permission to delay this project for 4 years, during which time the estimated price has risen from \$40,000 to \$55,000. The grace period has lapsed and the sidewalk must be installed this year.
4. Electrical work at the Fairgrounds. The CIP committee is very concerned about safety for patrons of the Fairgrounds, due to the low-hanging power lines. Liability will be decreased, energy usage will decrease and the possibility of hosting larger events will grow. The estimated cost is \$70,000.

These projects total \$315,000. All of the projects primarily improve public health, safety and welfare, as well as addressing the other seven priorities identified by the County Commissioners.

#### **Priority #3 – Projects currently underway**

The CIP Committee is aware of several projects that are in various stages of work.

1. Judge Guenther Memorial Building – CIP Committee previously recommended hiring a consultant to conduct a code review of the building. These funds came from the \$65,000 earmarked in FY '06. When the report (estimated to cost \$20,000) is completed, the CIP Committee will review and make recommendations on further improvements that will address deficiencies in code. It is our intent to request these improvements before the end of FY '06.
2. Road & Bridge Complex – The Department has set aside \$600,000 in its own budget and the Commissioners have borrowed another \$600,000 to be repaid by the Department. However, the

(see addendum page)

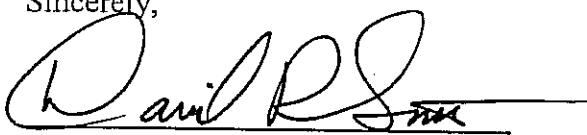
- cost of the new complex is now estimated at \$3 million. It is our understanding that staff is examining options (sale of equipment, deferring purchase of new equipment, or phasing construction), but additional sources of funding or phasing the project will likely be required.
3. Martel Building – an architect will be hired in FY '07. Estimated remodeling will cost \$700,000 in FY '08. Revenue from rent will help to offset some expenses, but a firm cost estimate should be generated soon.
- see  
addendum  
page

### Long term projects

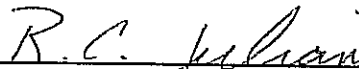
1. The estimated cost of requested projects exceeds \$73 million. More than 90% of that total is related to construction of a new Law & Justice Center, Sheriff/police center, Detention Center and 911 relocation. The CIP Committee recommends a site plan be developed for the L&J property. The Committee very strongly recommends that options for a future detention center include consideration of areas other than the current site – Carter, Goble, Lee recommends a land area twice the size of the current L&J site. *see addendum page*
2. Further, the CIP Committee wants to re-emphasize the importance of a new detention center. The current detention center fails almost every test of the County Commissioners' budget goals, as outlined previously.
3. The committee also set aside more than \$833,000 in requests from the Fairgrounds. The Committee will meet with the Fair Board soon to discuss these requests. However, there is concern about current restrooms that fail and sewage backups during large events. The Fairgrounds also needs to meet the needs of the community, primarily in the event of a civil defense emergency. The Fairgrounds has served as a community center for many years and will need assistance to continue that mission. The Fair board is to be saluted for its past efforts to raise funds privately, and the CIP Committee acknowledges that with assistance from the County, these issues of health, safety and welfare can be met.
4. Storage is continually mentioned by most departments, and in the Carter Goble Lee report. The CIP Committee will be examining options in the future which may include abandoned buildings at the fairgrounds, private storage companies, or leasing space. This could free up space in the Courthouse, L&J and other buildings.
5. Twenty-seven projects were submitted for the CIP's consideration. Most have already been mentioned, however the CIP Committee wishes to mention the other requests in order that they be placed into the official record. It is the Committee's hope that through an improved submission and review process, they will receive a more thorough consideration.
  - a. Finish renovations at Courthouse
  - b. Resolve code deficiencies (yet to be identified) at Judge Guenther Memorial Center
  - c. Security at L&J
  - d. Grading, drainage, fencing and site work at Fairgrounds
  - e. Exhibit building restrooms at Fairgrounds
  - f. Small performing arts hall at Fairgrounds
  - g. ADA walkway at Fairgrounds
  - h. Motor vehicle office space
  - i. Misdemeanor probation office/court services at JGMC
  - j. Relocate Weed Department

In the next 11 months, the CIP Committee has pledged to work diligently with a diverse group of county-related agencies and boards to develop a long-term plan. This will be challenging, but we are up to the task. It is our hope that you view these recommendations with the same energy and depth that we have. We look forward to working with you in the future.

Sincerely,



David Smith, Chairman



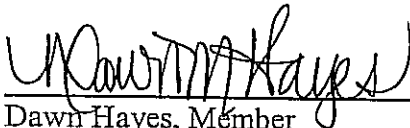
Bob Julian, Vice Chairman



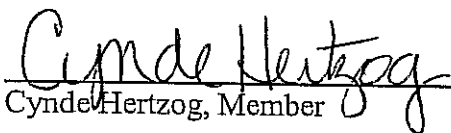
Conrad Anker, Member



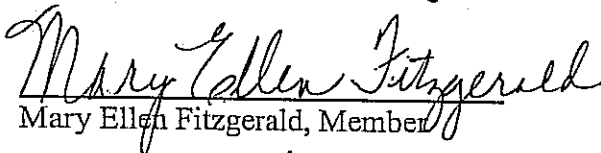
R. Dale Beland, Member



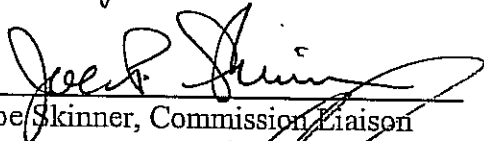
Dawn Hayes, Member



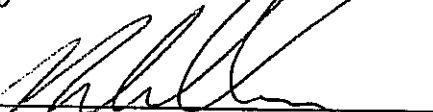
Cynde Hertzog, Member



Mary Ellen Fitzgerald, Member



Joe Skinner, Commission Liaison



David Weaver, Member

see addendum page

Addendum to CIP Recommendations for FY 07 letter.

Please add to page 3, Long Term projects, Item #1 (to end of paragraph) the following sentence:

The CIP Committee made a unanimous recommendation to recommend the County Commissioners consider other sites [for the location of the Detention Center] and review and approve the Evaluation of Alternative Sites Addendum to the Detention Center contract [with Carter Goble Lee].

Please add this notation to page 2/3; Priority #3 – Projects currently underway – as a reiteration and point of clarification:

The CIP Committee made a unanimous recommendation to confirm to the County Commission their recommendation for [positive] consideration of the Road and Bridge Complex project with the additional comment added that [they encourage] every effort be made to explore the opportunities for inclusion of energy saving components such as geothermal.